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INFORMATION BULLETIN NO. 04-04

TO: ADOT Project Managers/Monitors, Resident Engineers
And Consultant Engineering Firms

FROM: Engineering Consultants Section

SUBJECT: COST OF LIVING ADJUSTMENT AND
PRIVATE VEHICLE MILEAGE

Please be advised that consultants having contracts through Engineering Consultants Section will be allowed a not to exceed Cost of Living rate of 1.5% when applicable as determined by ADOT Management excluding Supplemental Services and Commercial Pricing Rate contracts. Adjustments for the excluded contract types will be evaluated on a case by case basis during contract renewals.

The 1.5% rate is lower than the National Cost of Living Rate but due to our current financial status it was determined in the Department's best interest to consider any means to cut costs and share the burden of our budgetary shortfall.

Since contract rates are established to cover a period of time, cost of living adjustments are applied only when a contract is eligible. Before requesting a cost of living adjustment, we recommend that you contact the Contract Specialist assigned to your contract.

Also be advised that the private vehicle mileage will remain at 34.5 cents per mile as per the current ADOT Travel Policy Guidelines.

The above action will affect all future modifications and new contracts.

If you have questions regarding this bulletin, please call the undersigned at (602) 712-7720.

A handwritten signature in cursive script, reading "Carrie Satterlee".

Carrie Satterlee
Contract Manager

